

Meeting of Fort Lowell Historic Zone Advisory Board
October 23, 2007, 7 p.m.
Home of Mrs. Peggy Sackheim, 5425 E. Fort Lowell Road

1. Roll call: Present: Catherine Varley, Carol Maywood, Carl Ewing, Diana K. Osborne, Minnette Burges, Mary Lou Nuttall, Peggy Sackheim, Bob Brisley, Mick Davidson, Elaine Hill. Absent: Robert Hastings, Jo McClure
2. Review of meeting minutes, September: approved as presented.
3. Financial Report: No change.
4. Plans review/previews: None
5. New Business: None
6. Old Business:
 - a. Portfolio distribution update: None
 - b. Archiving: None
 - c. OFLNA updates: Elaine Hill reported that the Chapel construction project will take 210 days, not 180 days as reported last month. The work has started; a ditch has been dug across the “drive” between chapel and adobe house. Antiques and Collectibles annual Sale will be Nov 1 for OFLNA members, and 2, 3 and 4 for the public.
 - d. Monitoring of current projects:
 1. Schoolhouse property (5301 E. Fort Lowell Road): No news.
 2. 2920 N. Beverly: No news.
 3. 5328 E. Fort Lowell Road: No news.
 4. 5601 E. Fort Lowell Road (Marruffo) Email from Elaine Hill to the Board explains the current situation (to be attached to final draft). We will concentrate on this issue at the November meeting.
 5. Commissary: Nothing new.
 6. San Pedro Chapel: as reported above under 6.c.
 - e. Adkins property update: Peggy Sackheim suggests that in future we combine this and the Commissary as one agenda item (both are in the intergovernmental agency master plan). Mrs. Sackheim reported that the next meeting will be Nov. 7 at 5 pm at San Pedro Chapel. The Master Plan consultant will be approved.
 - f. Inventory and inventory: Planning continues. See notes attached from work group session of 10/09/07. Discussion: We will have a data base. In the space for address, we need to include space for “current resident” and “owner” in case they are not the same. How do we ask for access in the case of rentals? Issues include: Who in future will have access to this inventory information, and who can use it? Minnette

Burges suggested that we develop a release that can be signed by homeowner or tenant, that is for this specific purpose.

Our information campaign about the inventory update will begin with a general newsletter to all affected property owners. Is there a form with the city (historical commission, etc) that can be used for the release? We also need to include a copyright stamp, limiting use of this inventory information. **ACTION: Minnette Burges will draft this release form.** Copyright needs only name and date to serve as notice.

Carol Maywood demonstrated the type of data that she has been pulling from the County web site on property ownership. **We are grateful to her and to Elaine Hill, who has started a data base for the inventory project.**

g. Fort Lowell Restoration Advisory Committee: As 6.e. above.

h. Tucson Medical Center PAD: Elaine Hill reported on the meeting earlier tonight, and read aloud the attached letter, approved by Mayor and Council. We will file this letter with tonight's minutes. Discussion: This letter highlights the importance of representation by local residents in the planning and architectural review process. Meetings should be open to the public.

i. Membership: Minnette Burges has received her notice from the City that her term is up and she will no longer be a voting member as of 11/21/07. She agrees to remain to act as an advisory, expert member, with our thanks. The terms of both Mary Lou Nuttall and Diana K. Osborne will expire very soon as well. They serve as property owner and as expert, respectfully. Carol Maywood showed the list of names that we have discussed as replacements. R. Brooks Jeffery is unable to serve, as he is too busy. The procedure is that prospective members attend at least two meetings before committing. Carl Ewing will contact Dave Burns, Peggy Sackheim will contact Mr. Messina and Bob Lanning, and Diana Osborne will call Mike Bell.

7. Announcements.

- a. OFLNA: Antiques and Collectibles Sale as outlined above.
- b. Other: None

8. Adjournment at 8:15 pm. Next meeting: 11/27/07 location TBA. It is possible we may move this meeting to early December to cover the month of December as well, if there are no plans to review.

Addendum:

Email on Marruffo attached:

From Diana Osborne

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>I spoke with Frank Podgorsky this morning. He told me the following:

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>In the past, people would call Frank. He would go into the field to verify the violation. Frank would issue a letter to the property owner notifying them of the violation and requesting appropriate action. Twelve months ago, the City Manager moved all violations to the Department of Neighborhood Resources (DNR) with a staff of inspectors. This is a difficult time due to the need for training and an overwhelming work load for a staff that needs six more inspectors.

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>Frank has heard from other historic zones or districts of violation problems similar to ours. They typically document the violation with a letter to DNR and sometimes get results.

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>Frank suggested we call 792-CITY (DNR) to obtain a contact person (inspector) with their e-mail address. This will make it personal and we are more likely to move forward. We should copy the Council Office. The idea is to document the violation and ask DNR for a response.

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>I mentioned that the property owner is obtaining an encroachment document from the City allowing them to leave the structure crossing the property line onto City property. I also mentioned that they are obtaining a permit "post fact" to demonstrate that the built wall meets structural requirements. Frank said that the latter is impossible as it violates the fundamental zoning requirements. No permit can be issued in the Historic Overlay Zone without Frank's approval. Frank will not approve until our Board has made a recommendation.

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>Did the Marruffos obtain a permit?

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>Please share this with the Board and let me know if a permit has been issued.
End of email.

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